



Einstein PTSA Staff Grants

We are excited to offer this grant to teachers, staff and student groups to support our students. The more students the grant supports the better.

- Grant applications will be **accepted until May 19, 2024** or while money lasts
- Grant requests will be considered at the next monthly PTSA meeting after they are received. Grants will be presented to the board for discussion; they require a majority vote of the board for approval.
- After approval, grant recipients will purchase items or supplies and submit receipts with a PTSA reimbursement request form (found on the PTSA website) to PTSA treasurer (einsteintreasurer@gmail.com) or PTSA president (einsteinpresident@gmail.com)
- Reimbursement checks will be mailed or delivered to teachers within 30 days after receiving their receipts and reimbursement requests.
- Each applicant can submit one grant request per school year.
- Grant requests should specify the item requested and their associated costs, such as specific titles of the books or games to be purchased. Be sure to include tax and shipping charges in your estimate.
- At this time, we are not approving grants for computer applications, curriculum, or teacher training. If you have a concern about this please let us know.
- Requests can't be made for transportation or for activities which would require student transportation.
- Requests can't be made to scholarship funds to students or teachers.

The possibilities are endless but must be used for education or developmental purposes for Einstein Middle School students in the Shoreline School District.

If you have any questions please email einsteinpresident@gmail.com

Einstein Middle School PTSA

2023-24 Grant Application

Please complete this form and submit to Einstein PTSA: einsteinpresident@gmail.com

PROJECT NAME:

CONTACT PERSON:

EMAIL:

TOTAL AMOUNT REQUESTED:

DESCRIPTION OF GRANT REQUEST Include project goals, how it will benefit students, staff and/or community and any other information pertinent to the grant request.

BUDGET Please include a detailed breakdown of the costs for the project. Be sure to include tax and shipping.

ADDITIONAL FUNDING If seeking partial funding for the project, please let us know where else the funds for the grant will be acquired.